

# **VILLAGE OF SAVOY, ILLINOIS**

## **“Savoy Park Memorial Tree Planting Program”**

### **Program Introduction**

The Savoy Parks Memorial Tree Planting Program began in 2000 when land was donated for park purposes in Savoy. With that gift, Village officials determined parks in the Village should be used to develop a meaningful and lasting way to honor friends and loved ones who have made contributions to or have a love for the community while helping beautify the Village. Village staff chooses the specific tree with consideration given to the donors wishes. Each tree selected must be at least 2” in circumference size and is planted by Village staff during selected times of the year.

### **Purpose**

The purpose of the Savoy Park Memorial Tree Planting Program is to complete permanent and semi-permanent improvements to the parks. Improvements will be placed in locations determined by Village staff that will be enjoyed by the general public throughout the year. More importantly, it is an opportunity to recognize an individual for their contribution to the Village of Savoy.

### **Policy Guidelines**

- An application developed by Village staff must be completed and submitted for approval.
- A donation of \$500 for the tree must accompany the completed application.
- An additional donation of \$75 must accompany the application for the name of the individual to be placed on the site plaque.
- A site plaque will be placed in a visible area of the park listing the names of those who have had trees memorialized in their behalf.
- Village staff will select the appropriate tree of 2” in size or greater and plant the tree in its selected location in the park. Donor may suggest a preferred tree type and Village staff will review for acceptance.
- Plantings will occur during March – April and September – October of each year.

- Village staff will replace a tree one (1) time as attributable to vandalism. After that the original donor may replace a tree at their cost one (1) time.
- Village staff may remove a tree due to construction, expansion of the park area, continued damage, continued vandalism to the tree or to prevent the spread of disease, without replacing the tree.
- No decorations are allowed on any tree at any time.

### **How to Donate a Tree**

Those interested in donating a tree should contact the Village and request an application. The completed application and required donation should be submitted to:

Savoy Park Memorial Tree Planting Program  
Village of Savoy  
611 N. Dunlap Ave.  
Savoy, IL 61874  
ATTN: Operations Superintendent

# SAVOY PARK MEMORIAL TREE PLANTING PROGRAM

## APPLICATION

Date \_\_\_\_\_

In Memory of:

Name \_\_\_\_\_

Donor Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Date Tree & Plaque Paid \_\_\_\_\_

Date of Planting \_\_\_\_\_

Family Desire to be Present for Planting \_\_\_\_\_ Yes \_\_\_\_\_ No

I on behalf of the family and the honoree understand that Village staff can cause for the removal of the tree being donated for the purpose of expansion or other appropriate cause for the purpose of public use.

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Donor Signature

Date

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Operations Superintendent

Date

cc: Village Manager  
Village Public Works Director